

STILLWATER COUNTY COMMISSIONER MINUTES

Notice: These minutes reflect the proceedings of the Board of County Commissioners. The official minutes are on file with the Clerk and Recorder (MCA 7-4-2611(2)(b)).

REGULAR MEETING OCTOBER 3, 2017

- Present:** Commissioners Dennis Shupak, Chair; Maureen Davey and Mark Crago, Member; and Lori Dobitz, Administrative Assistant.
- Others Present: Joe Morse, Finance Specialist; Mark Schreiner and Randy Werdal, Road Department; Coralee Hicks; Matt Eaton, RDO Equipment; Cliff Brophy, Sheriff; and Mikaela Koski, Stillwater County News.
- Open Meeting:** Commissioner Shupak opened the meeting at 9:00 am with the pledge to the flag.
- Bid Opening:** Road Department - Commissioner Shupak announced this is the advertised time and place for a bid opening to take place for one new model loader. Joe Morse proceeded to open four sealed bids, as follows:
- | <u>Bidder</u> | <u>Total Bid</u> | |
|---|------------------|-----------------|
| Tri-State Trucking and Equip., Blgs, MT | \$222,154 | Volvo 120H |
| Titian Machinery, Blgs., MT | \$218,650 | Case 921G |
| Tractor & Equipment, Great Falls, MT | \$236,985 | CAT 950M |
| RDO, Billings MT | \$245,487 | John Deere 724K |
- Commissioner Davey **MOVED** to take all bids under advisement. Commissioner Crago **SECONDED**. Motion passed unanimously.
- Public Comments:** none heard
- Minutes:** Commissioner Crago **MOVED** to approve the minutes of July 25, 2017, and July 30, 2017. Commissioner Davey **SECONDED**. Motion passed unanimously.
- Claims:** Commissioner Davey **MOVED** to approve claims no. 98515-98580 in the amount of \$154,879.92 and manual warrants in the amount of \$6,058. Commissioner **Crago SECONDED**. Discussion: Commissioner Davey stated the claims are official records of the county and it is the Board of County Commissioners that have the duty and responsibility to provide for the space and safety of the claims. She said any movement of the claims need approval of the county commission. Davey said a request for information was received through

the freedom of information act and we welcome the request. The Finance Office is set-up to fulfill any requests, and we welcome them, Davey said.

Cliff Brophy, Sheriff, stated for the record, he made a request for copies of claims and said he was denied. Commissioner Shupak called for a vote. Motion passed unanimously.

[Note for Record - see Commissioner Davey's response on October 10, 2017, under public comments]

Consent Agenda: 1. Weed District Management Area - Fishtail Continuing Grant Extension #MDA 2016-073G

File Items: 1. MACo - General Services Administration announcement of new lodging rates effective for employee travel beginning October 1, 2017

Commissioner Crago **MOVED** to approve the consent agenda and place the file items to file. Commissioner Davey **SECONDED**. Motion passed unanimously.

Regular Business: 1. Road Department
a. Gravel Crushing - Bid Award recommended
Commissioner Davey **MOVED** to award the gravel crushing bid to Premier LLC, as recommended by the Road Superintendent. Commissioner Crago **SECONDED**. Motion passed unanimously.

b. Material Site Agreements - Landowners Arnold Pit & Keating Pit
Commissioner Crago **MOVED** to approve the landowners agreements as presented by the Road Superintendent. Commissioner Davey **SECONDED**. Motion passed unanimously.

c. Purchase Request - 2018 F-550 4x4 SD Super Cab (\$45,780 plus \$230 brake controller). Mark Schreiner explained the governmental discount offered to the county for the purchase of 2018 rather than a 2017.
Commissioner Davey **MOVED** to approve the purchase request as submitted by the Road Superintendent. Commissioner Crago **SECONDED**. Motion passed unanimously.

2. Finance Department
a. Lease Agreement - Meadowlark Assisted Living Facility.
Commissioner Davey **MOVED** to approve the 5-year lease agreement with Caslen Living, Inc. Commissioner Crago **SECONDED**. Motion passed unanimously.

b. Lease Agreement - MSU Dept. of Land Resources Office Space
Commissioner Crago **MOVED** to approve the lease agreement as presented.

Commissioner Davey **SECONDED**. Crago explained the tenant is a MSU Weed Specialist Education and this would be shared lease for office space with the Absarokee Sewer RSID 5&7. Motion passed unanimously. The term of the lease runs concurrent with the county's lease of the building, Commissioner Crago said.

c. Levy Resolution - correcting the mill levies for FY2017-2018

Joe Morse explained a calculation error was made on the allowable mills which was caught prior to tax bills going out. He said the proposed resolution would correct the error. Commissioner Davey **MOVED** to adopt **Resolution 2017-48** correcting the mill levies. Commissioner Crago **SECONDED**. Motion passed unanimously. Filed with the Clerk & Recorder's Office - Document No. 370278.

d. Budget Resolution - correcting the Final Budget for FY 2017-2018

Joe Morse explained as result of the previous resolution, along with that, it is needed to correct the attachment adoption the final budget. The only change, he explained, was the budgeted cash reserves. Commissioner Crago **MOVED** to adopt **Resolution 2017-49** correcting the final budget as presented. Commissioner Davey **SECONDED**. Motion passed unanimously. Filed with the Clerk & Recorder's Office - Document No. 3702789.

3. Planning/Columbus Airport-Woltermann Memorial - Capital Improvements Plan (CIP) Approval.

Commissioner Crago stated this is an annual plan (updated every 5-yrs) that is required by the FAA to assist in qualifying for FAA grants/funding for the airport. Commissioner Crago **MOVED** to approve and submit the CIP as recommended by the Airport Board and engineer. Commissioner Davey **SECONDED**. Motion passed unanimously.

Meeting Adjourned: Hearing no further business, Commissioner Shupak adjourned the meeting at 9:24 AM.